

**Town Meeting Coordinating Committee Meeting  
Minutes from January 21, 2009**

1. **Call to Order:** This meeting began at 5:05pm in the Bangs Center, Room 101. Present were: Carol Gray, Peggy Roberts, Mary Streeter, Judy Simpson, Harry Brooks, Nonny Burack, and Dorwenda Bynum-Lewis.
2. **Minutes of January 13:** Nonny moved and Harry seconded that we adopt the minutes of January 13, 2009 (after edits). The vote to approve the minutes was all in favor with Dorwenda abstaining because she wasn't at the Jan. 13th meeting.
3. **Report on tasks assigned at last meeting:**
  - a. **Contacting all boards, committees, Town Moderator and LWV of April 21 date for Warrant Review date:** Peggy read the letter she sent to all relevant boards and committees announcing the date and time of the Warrant Review. Peggy also emailed Harrison Gregg about the date as well, but hasn't heard back as to whether he's available to moderate the warrant review. Harry reported that the Town Room of Town Hall has been reserved for 7pm on April 21<sup>st</sup> for the Warrant Review and ACTV is scheduled to be there. Harry will ask ACTV if it can be shown live.
  - b. **Request for notification of meetings for preparation of the warrant:** The Select Board office staff was hesitant to have TMCC added to the TM checklist at the points where the list of the chairs of the Finance Committee and Select Board, the Town Meeting Moderator and some staff are listed. Carol moved that an email be sent to Larry Shaffer requesting the TMCC Chair be included with the list of those notified of and convened to discuss revised warrants, review of the warrant, motion review and other meetings about TM, and that the TMCC chair receive a copy of the draft Town Meeting script. Dorwenda seconded the motion. The motion passed unanimously.
4. **Planning for Pre-Town Meeting Events**
  - a. **Topic, location and planning for informational forum in mid-April:** Carol suggested a subcommittee be set up to brainstorm ideas for a forum and then report back to the TMCC. Harry, Dorwenda, and Carol volunteered to be on the subcommittee.
  - b. **Bus Tour:** Carol suggested we set up a subcommittee on the bus tour. Harry, Mary and Carol volunteered to be on the subcommittee. Harry said ACTV requested a script for the bus tour next time.
  - c. **Help for planning and arranging Warrant Review:** To be discussed next meeting.
5. **Work on actions suggested at December meeting:**
  - a. **Reminders to Town Meeting members of expiring terms:** Judy and Nonny are sending out the reminder cards. They were addressed and given to Sandra Burgess on Thursday, Jan. 29.
  - b. **Timing of a Letter to Editor about discs at Jones Library:** It was suggested that the letter be sent in early April, right after the elections. Mary said she will be putting a link on the TMCC website to the book, A

*History of Amherst* by Carpenter and Morehouse, which has early history of Amherst Town Meeting. Carol suggested that Peggy could include a word about that link in the letter to the Amherst Bulletin.

- c. **History of Town Meeting Display at Annual Town Meeting:** Peggy suggested that in honor of the Town's 250<sup>th</sup> anniversary, it would be appropriate to do a display about Town Meeting.
- d. **Draft of letter on how department budgets are presented at Town Meeting:** Edits were made on the letter that Carol had drafted for the Select Board asking that the order of department budgets presented at Town Meeting be determined randomly by a lottery system to promote a more egalitarian process. Carol moved, and Harry seconded, that the letter, as revised, be sent to the Select Board with all our signatures. The motion passed unanimously.
- e. **Finance Committee members:** Carol drafted language for an article about electing the Finance Committee. There was some discussion about how this issue could be raised and whether TMCC was the best committee to raise it. There was a discussion about TMCC possibly sponsoring an educational forum on this topic. Carol moved, and Nonny seconded that this item be discussed at the next meeting.
- f. **Announcement Box in Amherst Bulletin for Town Meeting events:** To be discussed next meeting.
- g. **Reminder stickers for packet envelopes:** To be discussed next meeting.

- 6. **Priorities for work in January and February** (see list in #4, in Minutes of 12/9/08): To be discussed next meeting.
- 7. **Scheduling of future meetings:** The following TMCC meetings were set for every Wed. for the next four weeks from 5-6:30pm: Jan. 28, Feb. 4, Feb. 11, Feb. 18.
- 8. **Adjournment:** Harry moved and Nonny seconded that the meeting be adjourned. It was adjourned at 6:50pm.

**Documents Distributed at the meeting:**

- 1. Agenda for today's meeting.
- 2. Minutes from January 13, 2009.
- 3. Draft of letter to the Select Board regarding random lottery for order of town meeting budget items.

Carol Gray, Secretary